

United States Army Japan Merit Promotion and Placement Vacancy Announcement		雇用の種類/Employment Type MLC	施設名/Location キャンプ座間/Camp Zama
空席広報番号/Announcement Number MLC(IV)14-020	募集期間/Opening Period 24 Dec 2013 ~ Open Until Filled		募集範囲/Area of Consideration すべて/All
職種名・職種番号・基本給表・等級/Job Title, Job Number, BWT, Grade ENGINEER (ENVIRONMENTAL), #525, BWT 1-7 / ENGINEERING TECHNICIAN (ENVIRONMENTAL), #384, BWT 1-6 * See below CONDITIONS OF EMPLOYMENT			基本給/ Basic Wage ¥ 236,500 (BWT 1-7) ¥ 222,600 (BWT 1-6)
部隊名/Organization Environmental Division, DPW, USAG-J		勤務時間/Work Schedule 週 40 時間制/Hours Per Week 0800~1645 Hours <input checked="" type="checkbox"/> 月/M <input checked="" type="checkbox"/> 火/Tu <input checked="" type="checkbox"/> 水/W <input checked="" type="checkbox"/> 木/Th <input checked="" type="checkbox"/> 金/F <input type="checkbox"/> 土/Sa <input type="checkbox"/> 日/Su	
職務内容/Duties <ol style="list-style-type: none"> 1. Serves as an Environmental Engineer of the United States Army Garrison, Japan (USAG-J). Responsible for the preparation, development, execution, and management of USAG-J Honshu environmental programs and projects "from the cradle to the grave" in a wide range of fields as assigned, including Environmental Management System, Air Emissions, Drinking Water, Wastewater/Stormwater, Hazardous Materials, Hazardous Waste, Solid Waste, Medical Waste, Petroleum, Oil and Lubricants, Pesticides, Historic and Cultural Resources, Natural Resources, Polychlorinated Biphenyls, Asbestos, Lead-Based Paint, Spill Prevention and Response Planning, Underground Storage Tanks, Groundwater, Contaminated Sites (Compliance Cleanup), etc. 2. Implements policies and procedures on USAG-J Honshu installations to attain compliance with all applicable environmental requirements and to sustain good stewardship of the environment. The applicable requirements include, but are not limited to, the Japan Environmental Governing Standards, Executive Orders, DoD and ARs, Guidance, Directives, Policies and Instructions. 3. Provides technical assistance and consultation on environmental effects of all activities related to real property and installation management by applying professional environmental engineering and management principles, concepts, and practices. 4. Coordinates with various entities including all USAG-J assigned and installation partner organizations, United States Forces, Japan, Headquarters Installation Management Command (IMCOM), IMCOM-Pacific, Government of Japan (Ministry of the Environment, Ministry of Defense, etc.), Prefectural Government, and local governments, etc. 5. Resolves complex problems, issues, and/or conflicts associated with responsible programs and projects in an independent manner. 6. Performs 2 annual inspections in USAG-J areas of expertise. Manages available resources in conducting assigned duties. Performs other miscellaneous duties as assigned.			
応募時に提出するもの/Applications and Other Documents <p>* ご応募に際して、注意事項 (http://www.usagi.jp.pac.army.mil/gojjobs/howtoapply_jp.aspx) を必読ください。また申請用紙も同ページより入手してください/ Please click on the above URL and read the website. The application forms are available at the website.</p> <p>申請用紙 (Applications to submit) :</p> <p><input checked="" type="checkbox"/>履歴書/USFJ FORM 196aEJ <input checked="" type="checkbox"/>職務経歴書 / Resume of Work Experience <input type="checkbox"/>質問状 / Questionnaire</p> <p>申請用紙の記入言語 (Language to complete application documents):</p> <p><input checked="" type="checkbox"/>英語/ English <input type="checkbox"/>日本語/Japanese <input type="checkbox"/>日本語(英語での記入可)/ Japanese (English is acceptable as well)</p> <p>* 旧申請用紙(AJ Form 1021)での提出は無効です/Submission of Application in AJ Form 1021 is invalid.</p> <p><input type="checkbox"/>ALCPT、TOEIC、TOEFL、英検のスコアの写し/Copy of ALCPT score, TOEIC score, TOEFL score or EIKEN score</p> <p><input checked="" type="checkbox"/>日本の運転免許証の写し/Copy of Japanese driver's license</p> <p><input checked="" type="checkbox"/>最高学歴の卒業証明書の写し/Copy of diploma of highest education completed</p> <p><input checked="" type="checkbox"/>その他/Other 必要資格の免許・修了証のコピー/ Copy of required licenses and certificates</p>			
応募方法/To Apply 上記の書類を締切日までに担当の人事課まで郵送してください。締切日の午後3時必着。ファックス、電子メール、宅配便での申請は不可。提出された応募書類は返却いたしません。記載漏れや必要な証明書、署名等の不備、締切時間以降に届いたもの、記載内容に虚偽の申告があると認められたときは審査不可となります。Mail the application to the office shown in the bottom of this form along with necessary documents specified above. Application must be received no later than 1500 on the closing date. Faxed and/or e-mailed applications are not accepted. All submitted documents will not be returned. Incomplete applications will not be considered.		提出先/Submit To 〒252-0000 神奈川県座間市 キャンプ座間 Bldg 102 G-wing 在日米陸軍 IMJN-JER 日本人雇用課 MLC(IV)14-020 IMJN-JER MLC(IV)14-020 JESO, USAG-J, Bldg 102 G-wing Camp Zama, Zama-shi, Kanagawa-ken 252-0000	

最低必要応募資格基準/Minimum Qualification Standards (MQS) Requirements:

BWT 1-6:

Must have at least one (1) year of specialized experience equivalent to BWT 1-5 OR Master Degree in a related field OR 3 academic year of graduate level education.

BWT 1-7:

Must have at least one (1) year of specialized experience equivalent to BWT 1-6 OR Doctorate Degree in Graduate School in a related field.

**The specialized experience means the experience that equipped the applicant with the particular knowledge, skills and abilities (KSAs) to successfully perform the duties of the position, and that is typically in or related to the duties of the position to be filled.*

***When substituting education for special experience, a transcript and a certificate of graduation and/or diploma must be submitted together with application. Failure to submit required documentation may result in non-consideration for this position.*

その他の必要応募資格条件/Other Qualification Requirements:

BWT 1-6:

1. Must be a university graduate with specialized education in science (environmental engineering, chemistry, biology, physics, mathematics, geology or hydrology) or possess a license in the field (Kankyo Keiryoshi, Kogai Boshi Kanrisha).
2. Fluent Proficiency Requirements: Language Proficiency Level 3, TOEIC 730, TOEFL (iBT 79, PBT 551) or Eiken Grade 2.

BWT 1-7:

1. Must be a university graduate with specialized education in science (environmental engineering, chemistry, biology, physics, mathematics, geology or hydrology) or possess a license in the field (Kankyo Keiryoshi, Kogai Boshi Kanrisha).
2. Exceptional Proficiency Requirements: Language Proficiency Level 4, TOEIC 860, TOEFL (iBT 98, PBT 597) or Eiken Grade Pre 1.

要求される知識、技能、能力/Required Knowledge, Skills and Abilities (KSA):

**You will be evaluated on the basis of your level of competency (KSA) in the following areas:*

1. Knowledge and skills of Environmental Field.
2. Skills in oral communication in both English and Japanese.
3. Skills in use of office automation tools.

***USFJ Form 196aEJ, resume of work experience, and licenses/certificates or other documents necessary to demonstrate your KSA and qualification should be included in complete application package for consideration.*

要求される雇用条件/Required Condition of Employment:

- The employee may be subject to unscheduled overtime.
- TDY travel may be required throughout Japan and to the Continental United States (CONUS).
- The employee performs moderately strenuous work, involving some physical exertion, such as standing for long periods, bending and stooping to observe and study work operations in a field, industrial, storage, or comparable work environment.
- Work is in an office environment.
- The employee may be exposed to moderate risks or discomforts which require use protective clothing and/or gear such as masks, goggles, gloves, and shields during regular and recurring exposure to unfavorable conditions such as toxic material and hazardous waste sampling toxic fumes, contaminated soil, water and equipment.

**Selection may be made at a lower grade depending on the qualifications of the applicant. Incumbent may be non-competitively promoted upon supervisor's confirmation that the incumbent is performing at the next higher level. Promotion is not automatic but is contingent upon completion of all requirements to include training and/or qualifications/licenses, Time in Grade (TIG) and classification review.*

タイムイングレード/Time-In-Grade (TIG):

To be promoted, current MLC/IHA employee applicants must have served at least 12 months in any USFJ permanent positions at the next lower grade or above. The period served by any job title at the required BWT and grade as well as the period served as Temporary Promotion at the required BWT and grade or Detail at the position of record could be credited. The application must demonstrate the TIG requirement being met.